

---

**KALAMAZOO COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY**

---

**MEETING DATE:** Thursday, May 26, 2022  
**PLACE OF MEETING:** 201 W. Kalamazoo Ave. Kalamazoo, MI 49007 Room 207-A  
**TIME:** 3:00 pm

---

**May 26, 2022 MINUTES Final – Approved at 6/23/2022 meeting**

---

**Present:** Ken Peregon, Gary Barton, Christopher Carew, Connie Ferguson, Jared Lutz, Dale Shugars, Wei Wang, Andy Wenzel

**Members Excused:** Jodi Milks

**Vacancies:** none

**Kalamazoo Township:** Steven Leuty

**Oshtemo Township:** none

**Staff:** Rachael Grover, Macy Rose Walters

**Consultant:** Jeff Hawkins, Envirologic

**Recording Secretary:** Macy Rose Walters

**County Commissioners:** Dale Shugars

**Community:** 7

1. Call to Order: Chair Peregon called the meeting to Order at 3:02 p.m. and noted that the meeting is being recorded.
  2. Members Absent: Jodi Milks, was excused. Commissioner Shugars joined the meeting at 3:06 p.m. Kenneth Peregon attended the meeting virtually in accordance with ADA accommodations consistent with 2022 OAG 7318. Eight voting members of nine Board of Directors were present.
  3. Approval of the Agenda: Chair Peregon requested item(s) 7ai and 7aii be removed, and the discussion of the items be postponed until the June 23<sup>rd</sup>, 2022, Regular Meeting. **Lutz motioned to approve the agenda as amended. Ferguson seconded. None opposed, motion carried.**
  4. Approval of Minutes: **April 28<sup>th</sup>, 2022, Regular Meeting**  
**Wang moved to approve item 4, Wenzel seconded. None opposed, motion carried.**
  5. Public Comments: (4 minutes each) **none.**
  6. Consent Agenda:
    - a. **From General 247 Fund:**
      - i. **\$2,058.75** – Envirologic Invoice 08979 – W.O. 22-1 General Environmental
    - b. **From EPA Grant Fund:**
-

- i. **\$359.38** – Envirologic Invoice 08977 – W.O. 2 Community Outreach
- ii. **\$156.15** – Envirologic Invoice 08978 – W.O. 3 1001 2<sup>nd</sup> Street

c. **Project Business:**

- i. The Mill at Vicksburg
  - 1. **\$3,695.43** - Reimbursement to Paper City, LLC, Q2 Loan Invoices
  - 2. **\$172.50** - Envirologic Invoice 08975 – W.O. 19-2 Grant Oversight
  - 3. **\$28.75** - Envirologic Invoice 08976 – W.O. 19-4 Loan Oversight

**Carew moved to approve all items on the Consent Agenda, Barton seconded. None opposed, motion carried.**

7. Discussion and/or Action Calendar

a. ~~Discussion/Action: Pavilion Township~~

- i. ~~Project Application~~
- ii. ~~Brownfield Plan~~

**Item removed from the agenda, postponed until June 23<sup>rd</sup>, 2022, Regular Meeting.**

b. **Discussion/Action:** City of Parchment Project Application for 650 Riverview Dr.

**Lutz motioned to approve item 7b, waiving the application fee, and approving up to \$20,000 of funding, with the agreement that the City of Parchment would contribute a 10% match of total funds (\$2,000) towards invoices prior to receiving KCBRA funding. Wang seconded. Motion carried with 7 Yes, none opposed. Commission Shugars was absent during the vote of this item.**

c. **Discussion/Action:** NACD Project Application (Church & Frank St.)

**Wang motioned to approve item 7c, waiving the application fee, and approving the use of EPA grant funds up to \$25,000. Wenzel seconded. Motion carried with 8 yes, none opposed.**

d. **Discussion/Action:** NACD Project Application (Ransom & North St.)

**Carew motioned to approve item 7d, waiving the application fee, and approving the use of EPA grant funds up to \$40,350. Lutz seconded. Motion carried with 8 yes, none opposed.**

e. **Discussion/Action:** 2023 Budget Proposal

**Wenzel moved to approve item 7e, as presented, authorizing staff to submit the 2023 budget summary to County finance. Wang seconded. Motion carried with 8 yes, none opposed.**

f. **Discussion/Action:** Brownfields 2022 Conference

- i. **\$1,800** Estimated per person
  - 1. Approval of up to three people to attend



Ferguson motioned to approve item 7f, spending up to \$6,000 in EPA grant funds, to send three people to the Brownfields 2022 Conference. Wenzel seconded. Motion carried with 8 yes, none opposed.

g. **Discussion/Action:** Envirollogic Updates

- i. Memo
- ii. Budget Summary
- iii. EPA grant summary & Update

**Consultant Jeff Hawkins presented Envirollogic's Updates**

8. Financial Reports

- a. **Discussion:** Fund(s) 247 and 643

**Staff presented the financial reports**

9. Staff Report/Updates

- a. KCBRA to speak at KCLBA Board meeting June 9<sup>th</sup>, Brownfields 101
- b. KCBRA to speak at Pavilion Township meeting June 13<sup>th</sup>, Brownfields 101

10. Committees - times dates and places

- a. Land Bank Report – next meeting, Thursday, June 9, 2022, at 8:30 a.m.
- b. Project/Finance Committee – Thursday, June 9, 2022, 4:00 p.m.
- c. Executive Committee – Friday, June 10, 2022, 9:15 a.m.

11. Other

12. Board Member Comments

8. Adjournment **Lutz moved to adjourn, Wenzel seconded, meeting adjourned at 5:08 p.m.**

***Next Meeting: Thursday, June 23, 2022 at 3:00 p.m.***

***Room 207a, County Admin Bldg - Or alternatively, held electronically or via teleconference. Please see the KCBRA website at [www.kalcountybrownfield.com](http://www.kalcountybrownfield.com) for electronic meeting notice and instructions***

BOARD MEMBERS:

PLEASE CALL 384-8112 OR EMAIL MRWALT@KALCOUNTY.COM  
IF YOU ARE UNABLE TO ATTEND THE MEETING

---